



**IOWA**

Department of Education

Ann Lebo, Director

Kim Reynolds, Governor  
Adam Gregg, Lt. Governor

**DE Employee Request for Consent to Sell**

Date of Request 06/19/2020  
Employee Name Maryam Rod Szabo  
Job Title at DE Education Program Consultant  
Division, Bureau at DE Leading, Teaching, Learning Services.  
Immediate Supervisor at DE Dr. Erika Cook  
Proposed outside employer Quality Matters Program (QM)  
Dates of Proposed Service 2020-2023

Proposed services to sell to outside employer Master-Reviewer, Peer-reviewer.

Volunteer leadership roles (QM IDA Professional Development Lead), APPQMR workshop facilitator,

(E.g., if teaching classes, which classes, graduate or undergraduate level)

How will selling this service not conflict with your DE duties?

I currently hold a research colleague role at the QM which is a complete voluntary work  
however, I also hold Master-reviewer, peer-reviewer, and facilitator roles which would  
allow me to contract for short-term to complete assignments when needed. QM is a national  
online course quality standard & membership and involvement there has been a great growth  
opportunity for me. These roles requires time commitment that can be done after work hours. This also,  
benefits my role in DE, to  
stay engaged at national level.

Maryam Rod

Signature of Employee

\_\_\_\_\_  
Signature of Employee's DE Supervisor

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Phone (515) 281-5294 | [www.educateiowa.gov](http://www.educateiowa.gov)



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Employee Name Maryam Rod Szabo  
Job Title at DE Education Program Consultant  
Division, Bureau at DE Leading, Teaching, Learning Services  
Immediate Supervisor at DE Dr. Erika Cook  
Proposed outside employer University of Wisconsin-Madison  
Dates of Proposed Service 2020 - ongoing

Proposed services to sell to outside employer

Designing and teaching a professional development learning module.

(E.g., if teaching classes, which classes, graduate or undergraduate level)

How will selling this service not conflict with your DE duties?

This opportunity to continue developing and offering a learning module in online teaching, learning, and administration is a great opportunity for me to stay engaged in the field, while the asynchronous and online format of the course would provide the flexibility for me to complete the assignment outside of work hours.

☒ I certify that I have the permission of my DE supervisor, above named, to make this request of the Department of Education.

Maryam Rod  
Signature of Employee

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Signature of Employee's DE Supervisor

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Employee Name Maryam Rod Szabo  
Job Title at DE Education Program Consultant  
Division, Bureau at DE Leading, Teaching, Learning Services  
Immediate Supervisor at DE Dr. Erika Cook  
Proposed outside employer Wartburg College  
Dates of Proposed Service June-July 2020  
Proposed services to sell to outside employer

finishing teaching a class in undergraduate Education Program (ESL endorsement)

(E.g., if teaching classes, which classes, graduate or undergraduate level)

How will selling this service not conflict with your DE duties?

This online course was designed and offered previous to my contract at the DE. I have previously taught the course and am certain maintaining grading, feedback and communication for that class won't intrupt my work hours, since it is an asynchronous course. I will not renew any teaching contracts with Wartburg after this class is over.

☒ I certify that I have the permission of my DE supervisor, above named, to make this request of the Department of Education.

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Signature of Employee's DE Supervisor

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